APPROVED BY BOARD OF SELECTMEN AT THEIR MEETING OF July 26,2005

Wenham Board of Selectmen Bessie Buker School Multi Media Room June 7, 2005 ~7:30 PM

Present: Selectmen, Tom Tanous Chair; Peter Hersee; Don Pickard Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Secretary

Mr. Tanous opened the meeting at 7:32 PM and welcomed the audience.

He went on to recognize the work done by Don Pickard who served as Chair the previous year.

He opened the meeting for questions from the public. There were none.

ANNOUNCEMENTS

Continued Annual Town Meeting and scheduled Special Town Meeting June 16, 2005 Mr. Pickard annual Town Meeting and the Special Town Meeting is June 16, 2005.

He identified the two articles on the Warrant as the School operating budget override and the dissolution of the Historic District Commission.

Mr. Hersee moved to recommend approval of the Article I, the School Budget.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Tanous identified that as Chairman of the BOS he received a letter of intention from Police Chief MacKenzie to retire on September 1, 2005.

Mr. Pickard moved to accept the letter of retirement from Chief MacKenzie. Mr. Hersee seconded and the motion was approved by unanimous vote.

Mr. Tanous went on to identify that it is appropriate and necessary to make public the executive session minutes from May 31, 2005 and the attached agreement between the Town and Chief MacKenzie regarding discussions between the two parties.

Mr. Hersee moved to make the executive session minutes of May 31, 2005 regarding the discussion held with the Police Chief of the terms of his retirement public.

Mr. Pickard seconded and the motion was approved by unanimous vote.

OLD BUSINESS

Annual Appointments Continued

Mr. Pickard and Mr. Hersee moved to approve the annual appointments as read. This list is a part of these minutes.

The A. Winslow Dodge appointment was corrected to Albert W. Dodge.

Mr. Hersee made public that his wife is an employee of the Wenham Police Department and by doing this there is no conflict regarding his vote.

The motion of appointments was approved by unanimous vote.

NEW BUSINESS

Fee Schedule Changes (Public Hearing)

Mr. Chelgren identified that a survey of permitting fees from approximately eight local communities was recently completed.

He went on to say that in order to stay current with our fee structure, Wenham will increase permitting fees to raise revenue that is fair and necessary.

Mr. Chelgren will work with the Committees in charge of the fees to make changes.

Mr. Hersee moved to adopt the fees as listed for the Zoning Board of Appeals, Planning Board, BOS, Electrical Permitting fees, Plumbing and Gas fees, and Building permit Fees.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Chelgren identified that they have been working closely with the town of Hamilton and the Regional School Committee on a Capital Management Plan.

He went on to say that an Advisory Committee will be appointed to make recommendations to the Boards regarding a Capital Management Committee.

He briefly discussed those appointments, noting that Wenham, Hamilton and the School Committee will each make two appointments and that the Long Range Planning Committee will make three at-large appointments.

Mr. Chelgren identified that he has received two applications to date.

Interviews of the applicants will be scheduled and a recommendation made for the next meeting on June 21, 2005.

REPORTS

Town Administrator

Mr. Chelgren identified that Finance and Advisory Committee requested a site visit of the Bolder Lane property. He told the BOS that the site visit is scheduled for June 13, 2005 at 6:30 PM.

Gordon College Request - Yellow Blinking Light

Mr. Chelgren identified that Gordon College is requesting the installation of a blinking yellow light to be located at the crossing in front of the Bennett Center on Grapevine Road that is frequently used. Gordon College has indicated that this is a dangerous spot because vehicles gain speed while coming down the hill towards the college campus.

The BOS agreed to get input from the Police Chief and the Safety Officer.

The BOS requested that a representative from GC attend a meeting and make a presentation to them regarding the necessity for this light.

Mr. Chelgren told the BOS that the Federal Railroad Administration is identifying the legitimacy of whistle ban requests from Towns that submitted the documentation and that Wenham is in the second round of this consideration.

Chairman

Mr. Tanous identified that the BOS has received the Resignation of Charlie Thibeault, from the Iron Rail Commission. He went on to say how much Mr. Thibeault has done for the town and that with deep regret the Town accepts his resignation.

Mr. Tanous also identified that the BOS has received the Resignation of Sue Bannon from the Council On Aging. He noted that she is still serving on other Boards in the Town and thanked her for her service.

MINUTES

Mr. Hersee moved to accept the minutes of the May 17, 2005 policy meeting with edits as indicated. Mr. Pickard seconded the motion and it was approved by unanimous vote.

Mr. Hersee moved to accept the minutes of the Regular BOS Meeting of May 17, 2005 with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved that the summer weekend fire station coverage begin on June 22, 2005 and be continued until the first week in September.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Resident Don Costin questioned the BOS regarding the agenda, asking why the BOS is not discussing the Police Department transition plan.

Mr. Tanous responded that the Selectmen are not prepared for this discussion and it will be held at another meeting.

Mr. Dodge told the BOS that the new tree warden needs to meet with the BOS.

Mr. Hersee moved to enter into executive session for the purpose of discussion on going negotiations and return to open session for the purpose of adjournment. The motion was approved by roll call vote.

9:28 PM The BOS returned to open session.

Mr. Hersee moved to adjourn and it was unanimous to adjourn.



Wenham Board of Selectmen Bessie Buker School Multi Media Room May 31, 2005

EXECUTIVE SESSION

Present: Selectmen, Tom Tanous Chair; Peter Hersee; Don Pickard Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Secretary

Mr. Hersee moved that the BOS enter into executive session for the purpose of discussing ongoing negotiations.

Mr. Pickard seconded the motion and it was approved by roll call vote.

Mr. Weaver and Chief MacKenzie were asked to participate in this discussion.

Chief MacKenzie's Retirement

Chief MacKenzie addressed the BOS and stated that he has not been able to contact his attorney regarding the preparation of a retirement documentation. He referred to section III of the retirement agreement between the Town and himself and read the statement in question.

Mr. Chelgren identified that the Town's Labor Counsel, Larry Donohue, has reviewed the document and finds it to be acceptable.

Chief MacKenzie informed the BOS that he does not have a letter of retirement at this time.

Mr. Pickard moved to authorize the BOS Chair to sign the subject retirement agreement with Chief MacKenzie, contingent upon the receipt of a formal letter of retirement. Mr. Hersee seconded the motion and it was approved by unanimous vote. Chief MacKenzie requested a copy of the motion for his records.

It was agreed by all parties that the Chief's retirement will be announced at the June 7, 2005 BOS meeting.

Before reviewing the details of the agreement, Mr. Tanous stated that the contents of the agreement (a copy of which is attached to these minutes) would remain confidential until such time as it is appropriate to release them from executive session.

After a brief discussion, Chief MacKenzie left the meeting.

9:08 PM - Mr. Hersee moved to return to open session, Mr. Pickard seconded and the motion was approved by roll call vote.

AGREEMENT

THIS AGREEMENT is between the Town of Wenham, Massachusetts ("Wenham") and William MacKenzie, Chief of Police of the Town of Wenham ("MacKenzie").

For good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged by both parties, the parties hereto hereby agree as follows:

ONE: MacKenzie will be placed on administrative leave effective July 1, 2005.

TWO: Wenham will pay to MacKenzie his full salary and benefits through August 31, 2005.

THREE: MacKenzie will retire from his position as Police Chief on September 1, 2005, said retirement to take effect immediately as of said date. For the purposes of this Agreement, September 1, 2005 is "the time of MacKenzie's retirement."

FOUR: At the time of MacKenzie's retirement, Wenham will owe MacKenzie five (5) weeks of paid vacation. On September 1, 2005, MacKenzie will make an election between taking the five (5) weeks of paid vacation or taking an immediate buy-out of said vacation time. In the event that MacKenzie elects to take the buy-out, Wenham will forthwith pay to him the sum of Eight Thousand Nine Hundred Thirty-Four (\$8,934.00) Dollars, less deductions as stated hereinbelow.

FIVE: At the time of MacKenzie's retirement, Wenham will owe MacKenzie ninety (90) days of sick leave buy-back (representing one-half of his accumulated one hundred eighty (180) days) at his per diem rate of pay. Therefore, at the time of MacKenzie's retirement, Wenham will forthwith pay to him the sum of Thirty-One Thousand Five Hundred (\$31,500.00) Dollars, less deductions as stated hereinbelow.

SIX: All payments made by Wenham to MacKenzie pursuant to this Agreement shall be made through Wenham's ordinary payroll, with all appropriate deductions made for taxes and 457 Deferred Compensation. Approval subject to reception

Executed this $\frac{3 \ l}{2}$ day of May, 2005.

For the Town of Wenham, Massachusetts

William MacKenzie

Chief	Base Pay	\$1,461.78
William F. MacKenzie	Incentive	\$292.36
	MSR	\$0.00
The second secon	Weekly	\$1,754.14
	Shift Differential	\$0.00
	EMT	\$32.69
	Total Weekly Pay	\$1,786.83
Daily 350.83	350.83 X 90 days	\$31,574.70

31,574.70 (sick-time buy out...)
32,162.94 (with EMT)

1786.83 X 9 weeks = 16,081.47 (Admin Leave)

1786.83 X 5 weeks = (8,934.15) (5 weeks vacation)

45 7 pay kell

Active Lioux 31,574.70 (sick-time buy back 90 days) 32,162.94 (with EMT)

Date	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2008	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2008	June 30, 2008
Position	Town Administrator	Town Administrator's Assistant	Finance Director/Town Accountant	Treasurer/Collector	Assistant Treasurer/Collector (Interim)	Director of Public Works	Permitting Office Coordinator	Secretary to the Chief of Police	COA Van Supervisor	Conservation Coordinator	ADA Coordinator	Animal Control Officer	Indiginous Animal Control Officer	Inspector of Wires	MBTA Designee	Oil Burner Inspector	Plumbing & Gas Inspector	Superintendent of Moth Work	Town Counsel	Surveyor of Lumber and Measurer of Wood and Bark	Board of Zoning Appeals	Associate Member, Board of Zoning Appeals	Associate Member, Board of Zoning Appeals	Chairman, Long Range Planning Committee	Chairman, Conservation Commission	Conservation Commission					
Full Name	Jeffrey A. Chelgren	Nichole Hagstrom	Richard Viscay	Sarah F. Johnson	Julie Nelson	Daniel Lynch	Kathleen Teel	Susan M. Hersee	John Marks	Linda Hansen	Bruce D. Blanchard	Carol Larocque	Stephen Kavanagh	Robert B. Brown, Jr.	Don Costin	Jeffrey Baxter	William Thomas	Pierre Erhard	Paul D. Weaver	Harold W. Boothroyd	Jonathan A. Stringer	Francis J. McNamara, III	Timothy Mansfield	James Q. Purdy	Richard E. Quinn, Jr.	Douglas Hall	Cynthia McCue	Eleanor Thompson	Don Bannon	Patrick Wilson	Kenneth Whittaker
pe Department/Office	Town Administrator	Town Adminstrator	Finance	Treasurer/Collector	Treasurer/Collector	DPW	Permitting	Police	COA	Conservation	ADA	Animal Control	Animal Control	Electrical	MBTA	Oil Burner	Plumbing & Gas	Tree Warden	Town Counsel	of Wood and Bark	Zoning	Zoning	Zoning	Long Range Planning	Long Range Planning	Long Range Planning	Long Range Planning	Long Range Planning	Long Range Planning	Conservation	Conservation
Appt Type	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff											3 year									3 year	3 year
Year	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2008	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2008	2005-2008

Appt Type Department/Office Full Name Position 3 year WISSH Chairman, WISSH Committee	ne Chairman, WISSH Com	Chairman, WISSH Com	Position mittee	Date June 30, 2008
A. Winslow Dodge		WISSH Commit	tee	June 30, 2007
WISSH Jack Hauck		WISSH Comr	mittee	June 30, 2006
WISSH		WISSH Cor	nmittee	June 30, 2008
3 year WISSH Ann Mulry Shaw WISSH Committee		WISSH Co	ommittee minittee	June 30, 2007 June 30, 2008
		WISSH C	WISSH Committee	June 30, 2007
Calvin M. Perkins		WISSH (WISSH Committee	June 30, 2006
SH Donald F. Luxton		WISSH	WISSH Committee	June 30, 2008
COA Gladys Robertson Counci		Counci	Council on Aging	June 30, 2008
Jean Marchant		Counci	Council on Aging	June 30, 2008
COA Trudy Reid Counc	. -	Counc	Council on Aging Outreach Coordinator	June 30, 2006
Bike & Ped Frances deLacvivier Chain		Chain	Chairman, Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Tisha Charman Bicyc		Bicyc	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Pcd A. Winslow Dodge Bicy		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Mary Hull Bicy		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Betsey Miller		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Laura Carrigan Bicy		Bic	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Susan Quateman Bicy		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Moira Riccio Bicy		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Conrad Willeman Bicyc		Bicyc	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Sue Evans Bicyc		Bicyc	Bicycle & Pedestrian Advisory Committee	June 30, 2006
Bike & Ped Lauren Prior Bicy		Bicy	Bicycle & Pedestrian Advisory Committee	June 30, 2006
ECO Peter A. Hersee Emer		Emer	Emergency Center Operations Board	June 30, 2006
ECO Daniel Lynch Emer		Emer	Emergency Center Operations Board	June 30, 2006
ECO Calvin M. Perkins Emer		Emer	Emergency Center Operations Board	June 30, 2006
H/W Cultural Council Joanne Jones Co-C	T **	Co-C	Co-Chair, Hamilton-Wenham Cultural Council	June 30, 2008
3 year H/W Cultural Council Margaret Crossan Hamil		Hamil	Hamilton-Wenham Cultural Council	June 30, 2008
H/W Cultural Council Helen Ribet		Hami	Hamilton-Wenham Cultural Council	June 30, 2006
H/W Cultural Council Theresa Weinheimer Hami		Hami	Hamilton-Wenham Cultural Council	June 30, 2007

Date	June 30, 2008	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006
Position	Hamilton-Wenham Joint Recreation	Chairman, Hamilton-Wenham Technology Committee	Hamilton-Wenham Technology Committee	Hamilton-Wenham Technology Committee	Hamilton-Wenham Technology Committee	Audit Committee	Chair, Town Hall/Police Station Building Committee	Route 97 Light Committee	Route 97 Light Committee	Route 97 Light Committee	Route 97 Light Committee	Route 97 Light Committee	Route 97 Light Committee	Deputy Director of Emergency Management	Police Lieutenant	Police Sergeant	Police Sergeant	Police Patrolman	Police Patrolman	Police Patrolman	Police Patrolman	Police Patrolman	Reserve Police Patrolman													
Full Name	Renee Laforce-MacDonald	William Furber	Thomas Bishop	Jeffrey Ham	Margaret Whittaker	Richard Viscay	Sarah Johnson	Lawrence Swartz	Peter Hersee	Jeff Chelgren	Richard Jones	John Darling	Jeff Chelgren	Douglas Hall	Thomas Tanous	A. Winslow Dodge	James Purdy	Richard Quinn	John Clemenzi	Richard Gourdeau	Thomas Tanous	Daniel Lynch	Don Killam	Robert Moroney	Gerald Donnellan	Bessie Marilyn Oro	Robert Blanchard	Lawrence E. Kavanagh	Thomas C. Perkins	Jeffrey W. Tobey	David J. Doyle	Donald R. Woodbury	Jonathan B. Gray	Mark S. Fraser	Christopher J. Machain	William J. Foley
Appt Type Department/Office	3 year H/W Joint Recreation	H/W Technology Committee	H/W Technology Committee	H/W Technology Committee	H/W Technology Committee	Audit Committee	Audit Committee	Audit Committee	Audit Committee	Audit Committee	Audit Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	THPS Building Committee	Rt. 97 Traffic Light Committee	Rt. 97 Traffic Light Committee	Rt. 97 Traffic Light Committee	Rt. 97 Traffic Light Committee	Rt. 97 Traffic Light Committee	Rt. 97 Traffic Light Committee	Public Safety	Police	Police	Police	Police	Police	Police	Police	Police	Police
Year		2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2002-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2002-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006

Date	Junc 30, 2006	June 30, 2006	June 30, 2006	Junc 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006	June 30, 2006
Position																											
.	Senior Firefighter	Senior Firefighter	Senior Firefighter	Senior Firefighter	Senior Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Firefighter	Parking Clerk
Full Name	Eric Johnson	John Joyce	Jeffrey A. O'Bricn	David Raymond	Leonard Tuncburg	Richard Bertone	Michael Binns	Kenneth Burke	Thomas Churches	Joseph Cloutier	Francis Eldridge	Mark Gates	Brian Headley	Christopher Jones	Michael Jones	William Jones	Walter Leszczynski, Sr.	Kevin MacDonald	William Pantos	John Pews	Andrew Reardon	Brad Saunders	Michael Symes	Robert Viel	William Wildes	Robert Wallace	Nichole Hagstrom
Department/Office		The second secon	7							3	T									7				· 			
Appt Type	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Fire	Parking
Year	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006	2005-2006